



ADDENDUM NO. 1

SECURITY GUARD SERVICES

RFP NO. 2013.125

DECEMBER 3, 2013

The following changes and clarifications are hereby incorporated into the RFP document as follows:

Pre-proposal meeting questions and answers, Agenda, sign-in sheet, city map locations, and e-mail questions are attached and included as part of this Addendum.

Please incorporate these clarifications/revisions into the RFP and propose accordingly.

PRE-PROPOSAL MEETING
QUESTIONS AND ANSWERS
FOR
SECURITY GUARD SERVICES

RFP NO. 2013.125
Wednesday, November 20, 2013
10:00 a.m.

Recreation Staff: Jose Trejo, Deputy Director
Mark Flores, Deputy Director
Ann Llanas, Executive Assistant

Others: See sign-in sheet

PURPOSE OF MEETING: To provide general and overall intent of the Security Guard RFP and answer questions from interested proposers.

Mr. Jose Trejo, Deputy Director opened the meeting at 10:00 a.m. with the following comments:

- Introduces Recreation staff Mark Flores, Deputy Director and Ann Llanas, Executive Assistant.
- No late proposals shall be accepted.
- RFP Closing: Wednesday, December 11, 2013 at 3:00 p.m.
- Documents: Distributed maps of the site locations and asked Contractors to fill sign-in sheet.

The meeting was turned over to Mr. Flores who provided a brief overview of the RFP:

Questions from floor:

1. Question: How many vehicles are required?

Answer: The number of vehicles to meet the needs of the proposed services are up to the individual applicant to define based on the applicant's proposed operation of service.

2. Question: Is there a living wage pay rate?
Answer: No
3. Question: Will the contract be awarded to only one company?
Answer: The City is seeking one provider. However, the City reserves the right to award a contract to more than one company.
4. Question: What types of vehicles are required; golf carts, bikes?
Answer: The City is not recommending any specific types of vehicles.
5. Question: What is the current wage being paid for guards?
Answer: The unarmed guard current rate is \$17.15 per hour and the armed guard rate is \$19.16 per hour.
6. Question: How many guards are currently being used?
Answer: There are currently 10 guards for the operation of the security service.
7. Question: Is an on-site supervisor required 24/7?
Answer: This is addressed on Page 13, Section VII, A of the RFP.
8. Question: How many incidents have involved arrests during the past year?
Answer: N/A
9. Question: Has there been shooting incidents in the past year?
Answer: Yes, but none involving contract guards.
10. Question: Has the incumbent filed any claims against the City?
Answer: No
11. Question: What is the authorized caliber for weapons?
Answer: The City is not recommending any specific caliber for firearms. The City does require proposing vendors comply with all federal, state, and local laws, rules and regulations, including but not limited to those regarding firearms.
12. Question: Does the City allow alcohol at special events?
Answer: Yes.

13. Question: Are one or two officers assigned for a Quinceanera?
Answer: This is addressed on Page 7, Section V, 1 of the RFP.
14. Question: How many billable rates are there; armed, unarmed, and special events?
Answer: The City is requesting 2 price structures one for straight time and the second for overtime specified in the Proponent's Vendor Hourly Rates Sheet on Page 32.
15. Question: Will guards have access to a locker room?
Answer: Once a provider is chosen this can be discussed under the terms of the contract.
16. Question: Is PCA32 training required?
Answer: No. It is not applicable to this project.
17. Question: Will guards have IDs to gain access to certain areas?
Answer: No.
18. Question: Is CPR/First Aid training required?
Answer: Yes.
19. Question: Is a particular uniform required for guards on bike patrol?
Answer: The designated uniform for the position of the security guard provided by the vendor shall clearly identify employee as security personnel and uniform style may be considered subject to City approval.
20. Question: Will there be a place to store and charge golf carts?
Answer: Once a provider is chosen this can be discussed under the terms of the contract.
21. Question: Is a performance bond required?
Answer: This is addressed on Page 17, Section XII, C of the RFP.
22. Question: What type of communications system is being used by the incumbent security company?
Answer: Cell Phones.

23. Question: Will the contracted company need to provide the City with a communication unit?
Answer: N/A
24. Question: Can a list of items used by the incumbent security company be provided; i.e., phones, bikes, vehicles?
Answer: Cell Phones, (2) Bicycles, (1) half-ton pickup truck, guard tracking system, first aid kits, and standard “on-person” patrol guard equipment (i.e. handcuffs, baton, flashlights)
25. Question: Is company required to have a business license with the submittal of the proposal?
Answer: No. The City of Lynwood business license is not required prior to submission but will be required upon award.
26. Question: Will the City consider an A insurance rating acceptable?
Answer: No
27. Question: What is the length of the contract?
Answer: One-year with three (3) one-year options, for total term of (4) four years.
28. Question: Is the company required to provide emergency radio dispatch units and is this an additional billable item?
Answer: Yes. Please refer to Page 16, Section XI, 1 and 2 of the RFP for details on emergency services and rates.
29. Question: Will a downloadable map of city sites be provided?
Answer: Yes. Map is available through the city’s website.
30. Question: What is the length of the billing cycle?
Answer: City normally pays invoices on a bi-weekly basis, however, this is negotiable.
31. Question: Is there a “binding” requirement for the RFP document?
Answer: All documents of the RFP should be secured together in a manner that no papers are loose or could be separated from one another.



**AGENDA
PRE-PROPOSAL MEETING
Security Service
RFP No. 2013.125
November 20, 2013 @ 10:00 A.M.
Bateman Hall
11331 Ernestine Avenue
Lynwood, CA**

1. Call to order, and introduction of Staff present
2. Instruct all present to sign in and provide Business Card and Email
(Ann will have sign-in sheet)
3. RFP closing is set for December 11, 2013 by 3:00 p.m.

No late proposals will be accepted. Acknowledge any/all addenda
5. Overview by Mark Flores, Deputy Director
6. City Map
7. Questions from the floor
8. Adjournment

NOTE: The City understands that the proposers may have questions after the meeting. All questions must be in written form and received, via e-mail at pbrents@lynwood.ca.us by **Wednesday, November 27, 2013** addressed to Mr. Perry Brents, Director of Recreation and Community Services. Responses to your questions by email, and pre-proposal conference questions will be available on the city's website on **Monday, December 2, 2013.**



SIGN-IN SHEET

PRE-PROPOSAL MEETING
FOR
Security Service RFP

RFP No.: 2013.125

DATE: November 20, 2013

TIME: 10:00 A.M.

NAME (Please Print)	COMPANY (Please Print)	EMAIL
WYNELL V. PEPKINS	CEED SECURITY SERVICES	CEEDINTLSERVINC SBC - GLOBAL NET <small>lowercase</small>
Nicholas Guidice	Lyons Security Services	NRGUIDICE@gmail.com
ANTHONY FREZZO	REAL PROTECTION	REAL-PROTECTION@lythoo
George Weymer	Cypress Security	gweymer@cypress-security.com
MARK SULLIVAN	UNIVERSAL PROTECTION	MARK.SULLIVAN@UNIVERSALPROTECTION.com
Alex Sweetman	Professional Security Consultants	marketing@pscsite.com
Deborah Cisco	Cisco Security and pro	info@CiscoSecurityand pro <small>CO.</small>
Freddy Galal	Guardian Eagle security	F.galal@ges.net
Hassan Galal	Guardian Eagle security	H.galal@ges.net
Hilda Perez	Alltech Industries Inc	hperez@alltechguards.com
Eitah Baraz	PSC	ebaraz@pscsite.com
Willie Simmons	Public Security ^{INC}	wsimmons@PublicSecurity ^{INC}
Innocent Umunwa	Allpoints Security	godblessallpointssecurity @verizon.net



SIGN-IN SHEET

PRE-PROPOSAL MEETING
FOR
Security Service RFP

RFP No.:2013.125

DATE: November 20, 2013

TIME: 10:00 A.M.

NAME (Please Print)	COMPANY (Please Print)	EMAIL
Manny Martinez	D Security Prudential	Karbpa@pocbell.net
Sal Delgado	ET Security	eddie.tucker3@aol.com
Lucy Lin	Absolute Security Intl'	elin@AbsoluteSecurityIntl.com
Jerry Trueman	"	Jtrueman@AbsoluteSecurityIntl.com
Nick Marquez	"	
PAUL BRISTOW	GENERAL SECURITY SERVICE, INC	PBRISTOW@GSS944.COM 310 863 7806
Joe RODRIGUES	PLATINUM SECURITY	jrodrigues@PlatinumSecurity.com
FREDDY Galal	Guardian Eagle security	F.galal@ges.net
Hassan Galal	Guardian Eagle security	H.galal@ges.net
Kelvin Smith	Northway Security	info@northwaysecurity.com
James Smith	KSI Security	ksmith33@msn.com
Leslie West	BMT International Security Services	s.BMTInternational@yahoo.com
Innocent Umana	Allpoint Security Sem	godbiessallpointseant@verizon.net



SIGN-IN SHEET

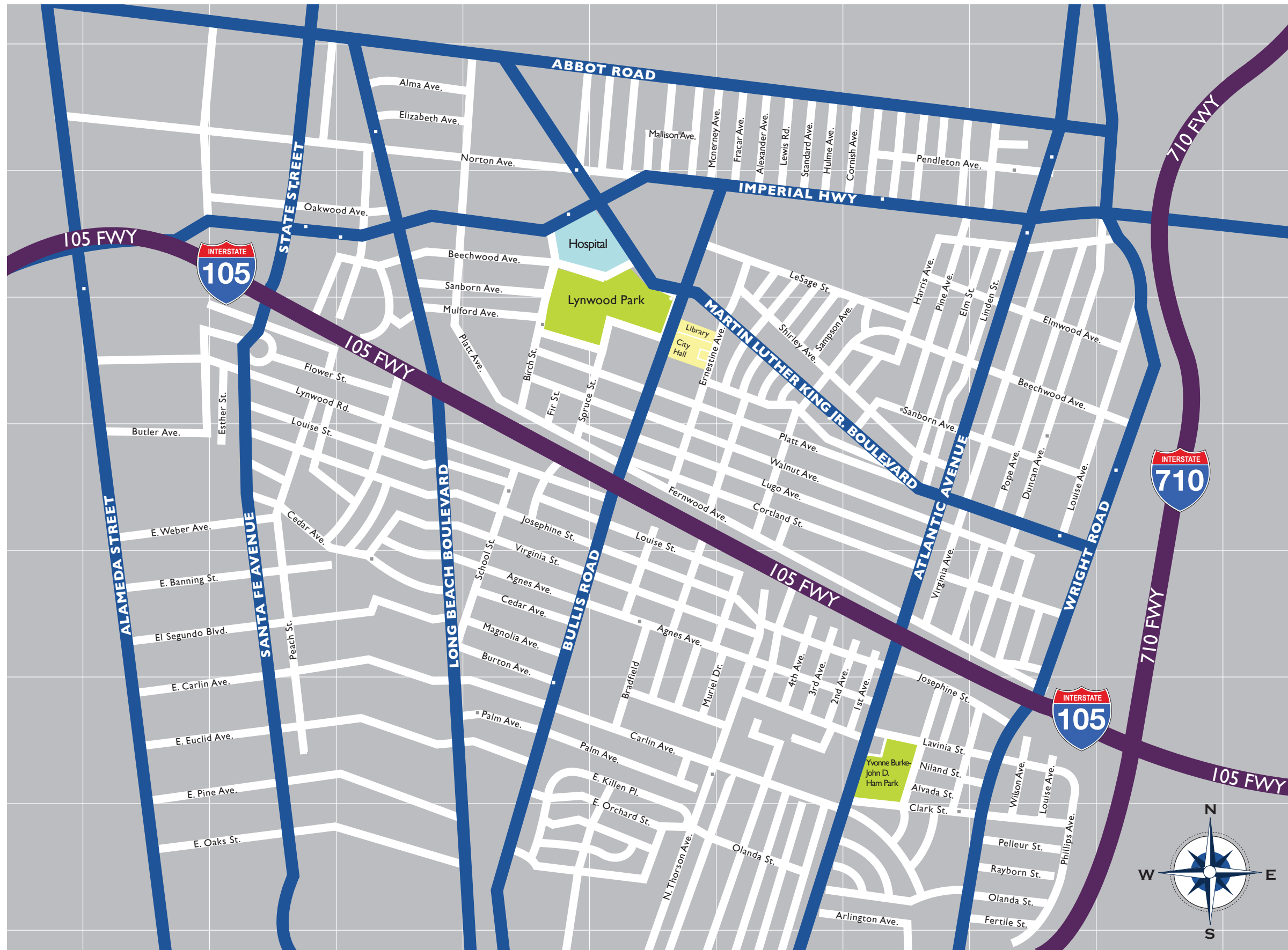
PRE-PROPOSAL MEETING
FOR
Security Service RFP

RFP No.: 2013.125

DATE: November 20, 2013

TIME: 10:00 A.M.

NAME (Please Print)	COMPANY (Please Print)	EMAIL
JOSE LUIS ROBUEDO	AMERICAN SECURITY FORCE	jose.luis.r@americansecurityforce.com
SARIK KADRZ	STAR ALLIANCE SECURITY INC	staralliancesecurity@gmail.com
Ekram Kechi	STAR ALLIANCE SECURITY	
Enrique Marquez Jr	Power Security Corp	enrique@pssca.com
Robert Flores	AOS	RFLORES@AMERICAN GUARDSERVICES.COM
Kimberly Burnett	USSECURITY ASSOCIATES	KBurnett@ussecurityassociates.com
ERNE MENDOZA	CSC	emendoza@commandsecurity.com
Nomair	Warner Safeguard	warnersafeguard@gmail.com
Moe El said	california partner	Moe@capartner.com
Kelvin Smith	Kelsdge Solutions	Kelsdge.Solutions.Inc@gmail.com



PARKS

- a) Lynwood City Park: 11301 Bullis Road
- b) Adolfo Medina Park: 11915 State Street
- c) Yvonne-Burke Ham Park: 11832 Atlantic Avenue
- d) Rosa Park: Flower Street and State Street
- e) Carnation Park: Los Flores Boulevard and State Street
- f) Los Amigos Community Park: Approximate 3171 El Segundo Boulevard
- g) Los Amigos Community Park: Approximate 3217 El Segundo Boulevard
- h) Wilson School Park: 3655 Lynwood Road
- i) Camphor Tree Park: 4015 Louis Street
- j) Little Pillar Park: Santa Fe Avenue and 108th Street
- k) Mark Twain School Park: 4142 Carlin Avenue

Jose Trejo

From: Jose Trejo
Sent: Wednesday, November 20, 2013 9:06 AM
To: Perry Brents
Subject: RE: RFP SECURITY SERVICES TO THE CITY'S PARKS AND PUBLIC FACILITIES

City Response

- 1) Bicycles are currently used at Yvonne Burke - Ham Park and Lynwood City Park.
- 2) Holidays are not billed separately. The City pays Holiday pay for all listed Holidays.
- 3) Delete Section IV -14. It is not applicable to this project. No Baton is required but desired and shall be restricted to those properly trained and licensed.

-----Original Message-----

From: Perry Brents
Sent: Sunday, November 17, 2013 5:39 AM
To: Jose Trejo
Subject: FW: RFP SECURITY SERVICES TO THE CITY'S PARKS AND PUBLIC FACILITIES

From: Paul Bristow [pbristow@gss1944.com]
Sent: Friday, November 15, 2013 3:24 PM
To: Perry Brents
Cc: Paul Bristow; Paul Bristow; Paul Bristow
Subject: RFP SECURITY SERVICES TO THE CITY'S PARKS AND PUBLIC FACILITIES

Dear Mr. Brents, General Security is intending to bid on the above RFP, I have three questions at this time.

1. The RFP mentions the use of bicycles and carts, could you tell us if these are being used at the moment and is so at what locations.
2. You have provided a list of city holidays can we bill holiday pay for officers working during these holidays separately or should this be considered as part of our normal hourly rate.
3. IV - 14 States -Each Security Officer shall be required to carry a baton, pepper spray, handcuffs, and must be certified. Contract security company shall be responsible for training their officers in arrest and control tactics and self-defense. Security officer(s) must have successfully completed PC 832 Training, CPR and First Aid Training.

Is the requirement of Baton applicable to both armed and unarmed officers?

Thanks and have a great weekend.

Paul

Paul Bristow
Scotland Yard Retired
Vice President
General Security Service, Inc.
69 Years of Excellence

Jose Trejo

From: Jose Trejo
Sent: Wednesday, November 20, 2013 9:28 AM
To: Perry Brents
Subject: RE: REQUESTED INFORMATION TO PROPERLY BID

City Response

- 1) Professional Security Consultants
- 2) 4 years
- 3) There is only two levels, unarmed and armed positions and the current rate is \$17.15 for unarmed and \$19.16 for armed.
- 4) On average there are 2 reportable incidents per week and on average local enforcement is called 4 times per month.
- 5) Ye. A city-owned basic surveillance system is used.
- 6) A Public Records Act Request must be submitted to the City Clerk's Office to obtain a copy the RFP proposal from the residing company. The office is located inside City Hall at 11330 Bullis Road, Lynwood, CA 90262.

From: Perry Brents
Sent: Thursday, November 14, 2013 1:46 PM
To: Jose Trejo
Subject: FW: REQUESTED INFORMATION TO PROPERLY BID

FYI

From: BMT International Security [mailto:s.bmtinternational@yahoo.com]
Sent: Thursday, November 14, 2013 1:34 PM
To: Perry Brents; CHRISTINE.VANMATRE@OMNITRANS.ORG
Subject: REQUESTED INFORMATION TO PROPERLY BID

Good Morning,

My name is Samantha Bailey, Administrator at BMT International Security. BMT will be responding to your request for proposal; however we require the following information to present you with most effective services to accommodate your needs. Please answer the following questions to the best of your knowledge in order for us to complete, assess, and distribute our proposal to your office. These questions are:

1. What is the name of the Company who currently holds your security contract?
2. How long has this company had the contract?
3. As listed in their previous cost proposal, what was the hourly rate of each guard and supervisors?
4. How many incidents took place on your property, if numerous, was local law enforcement contacted?
5. Was there video surveillance systems used during the time of contract?
6. Can you please send a copy of the rfp proposal response from the residing company?

Jose Trejo

From: Jose Trejo
Sent: Monday, December 02, 2013 4:36 PM
To: Perry Brents
Subject: RE: Questions for RFP 2013 Security Services to the City Park

FYI

City Response:

- 1) No
- 2) Cell Phones, (2) Bicycles, (1) half-ton pickup truck, guard tracking system, first aid kits, and standard "on-person" patrol guard equipment (i.e. handcuffs, baton, flashlights)

From: Rick [mailto:staralliancesecurity@gmail.com]
Sent: Tuesday, November 26, 2013 1:51 PM
To: Perry Brents
Subject: Questions for RFP 2013 Security Services to the City Park

Hey Perry,

We have couple of questions in regards to RFP:

1. RFP states that the rate is fixed for 1 year. When the minimum wage increases in 2014 can we negotiate the hourly rate with City given the increase?
2. Can we get a list of all Security Company provided equipment currently being used for City including Cell phones, Vehicles, Radio, Golf Cart, etc.

Thank you for all your help and Happy Holiday.

Sarik Kadri | Director of Operations

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